

NEWPORT NEWS REGIONAL LOCAL HUMAN RIGHTS COMMITTEE (NNRLHRC)

MINUTES

PRESENT:	
Deborah Elliot	LHRC Member, Co-Chair
Robin Rukin	LHRC Member, Secretary
Robert Thompson	LHRC Member
Timothy Jones	Office of Human Rights
Patricia Bills	Alexander House
Suzanne Loughman	C.A.T.C.H
Danielle Wade	Chessen and Associates
Christopher Taggart	Cornerstone Support Services
Heather Fisher	Family Solutions
Mina Malok	Five Star Living
Sueann Anderson	Brighter Futures
Tina Washington	Guiding Young Girls
Matthew Bradley	Heart & Soul
Robert Stitt, Jr.	Inner Circle
Valdimir Handy	Inner Circle
Paul Kirkham	Newport News Behavioral Health Center
Carey Chappell	Newport News Behavioral Health Center
Barbara Gaddy	Newport News Behavioral Health Center
Lavar Reynolds	Newport News Behavioral Health Center
Angel Epps	Newport News Behavioral Health Center
Jill Adrian	Newport News Behavioral Health Center
Pierre Ames	Opportunities for Growth
Ernest Farrell	Residential Living Options
Barbara Farrell	Residential Living Options
Clarence Mayo	Faith Hope Care Provider
ABSENT:	
Felicia Tyler	LHRC Member, Chair

I. **CALL TO ORDER**

The meeting was called to order by Ms. Elliot, Co-Chairperson at 2:03pm.

II. **REVIEW OF THE MINUTES**

The minutes for the January 8, 2013 meeting were reviewed. A motion was made by R. Rukin to accept the minutes as written. Motion was seconded by R. Thompson. Vote was taken, all in favor.

III. **OLD BUSINESS**

None

IV. NEW BUSINESS

Topic: Briefing and requesting approval of Newport News Behavioral Health Center's New Girls Trauma Unit

Action: The New Girl's Trauma Unit is tabled. Reason: Revisions need to be made to the policies as written and presented to the board and OHR. These revisions will be presented at the next NNRLHRC meeting July 9, 2013.

Topic: Newport News Behavioral Health Center to brief revised Routine Resident Observation/Q15 policy.

Action: A motion was made by R. Thompson to accept the revised Routine Resident Observation/Q15 policy as written. Motion was seconded by R. Rukin. Vote was taken, all in favor.

- Program Rules for Newport News Behavioral Health Center need to be modified to encompass resident doors remain open during sleep time.

Topic: Newport News Behavioral Health Center to brief revised Special Precautions policy.

Action: A motion was made by R. Rukin to accept the revised Special Precautions policy as written. Motion was seconded by R. Thompson. Vote was taken, all in favor.

Topic: Briefing and requesting for approval of Family Solutions' New Adult ID Group Home.

Action: Request was tabled until the next NNRLHRC meeting July 9, 2013. Approving letter from Margaret Walsh, Director of Human Rights Office has not yet been received.

V. ADVOCATE'S REPORT

The new CHRIS system is will eliminate paperwork (faxing etc.), when processing reportable incidents to OHR. Currently the system is in Phase II. Phase I has already started for larger facilities. Phase II is geared for ICFMRs. There will be an instructional training at Eastern State Hospital on April 23rd at 1:00pm for Phase II. However, certain facilities have received notice to sign on for the webinar April 10th at 2:00pm.

Mr. Jones stressed the importance of filling the consumer board member position needed for the NNRLHRC. The position has been open since October 2012, after six month the open position has to be reported by the OHR to the State Human Rights Committee. If the position is not filled in a year the NNRLHRC could be disband, and all affiliates would be out of compliance. Mr. Jones went over the definition of a consumer board member. He also went over the Code of Virginia requirements for Local and State Human Rights Committees. If an affiliate has a candidate they would like to be considered for the position, applications can be found on the DBHDS website or you may notify Mr. Jones so he can provide an application.

All informal and formal complaints need to be submitted to the OHR. Facilities need to be maintaining a compliant log.

Whenever the capacity of an individual to consent for treatment is in doubt, the provider should obtain an evaluation from a professional (professional not directly associated with the individual). This evaluation needs to be reviewed every 6 months, unless it has been indicated in the past evaluation the individual is not excepted to regain capacity. The Provider should be

documenting annually the individual's capacity to make decisions. If the person has a legal guardian issued by the court, the Director of the program needs to place a statement in the medical record (chart) that they will utilize the legal guardian placed by the court. The court order supersedes Human Rights. This information can be located in the state regulations under 12VAC35-115-145 (Determination of Capacity to give Consent or Authorization).

Mr. Jones reported that the OHR and Office of Licensing have reporting finding numerous locked refrigerators and/or pantries in group homes. Group homes cannot have locked refrigerators or pantries, if a lock needs to be placed on the refrigerator or pantry, a behavioral plan (reflecting a date how long the plan will be in place) needs to be written and submitted for approval by the NNRLHRC.

VI. STANDING REPORTS

Topic: **General Information**

Discussion: Affiliates were asked to bring any issues that include resident information to be heard in closed session. The following affiliates read aloud their quarterly reports to the board members and OHR:

- Alexander House
- C.A.T.C.H
- Chessen and Associates
- Cornerstone Support Services
- Family Solutions
- Five Star Living
- Brighter Futures
- Guiding Young Girls
- Heart and Soul
- Inner Circle
- Newport News Behavioral Health Center
- Opportunities for Growth
- Residential Living Options

VII. PUBLIC COMMENT

Ms. Elliot reemphasized the importance of filling the consumer board member position for the NNRLHRC.

Ms. Elliott asked the affiliates to visit the Cultural and Linguistic website, <http://www.dbhds.virginia.gov/OHRDM-CLC.htm> for useful trainings around the state.

VIII. CLOSED SESSION

Motion: At 3:22pm, R. Thompson moved that the NNRLHRC go into executive session, pursuant to Virginia Code 2.2-371(A), for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review serious incidents from Alexander House, Family Solutions, and Newport News Behavioral Health Center, pursuant to the regulations. R. Rukin seconded the motion.

IX. RECONVENED IN OPEN SESSION

Motion: At 4:15pm, a motion was made by R. Thompson to reconvene into Open Session. Motion seconded by R. Rukin and each member so certified that to the best of each members knowledge only private business matters lawfully exempted from statutory open meeting requirements and only private business matters identified in the motion to convene the executive session were discussed in executive session.

X. LOCAL HUMAN RIGHTS COMMITTEE RECOMMENDATIONS

Alexander House - No recommendations

Family Solutions - No recommendations

Newport News Behavioral Health Center - No recommendations

XIII. NEXT SCHEDULED MEETING

The next regular NNRLHRC meeting is scheduled for Tuesday, July 9, 2013 at 2:00pm at Newport News Behavioral Health Center. Refreshments provided by Opportunities for Growth.
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XIV. ADJOURNMENT

Ms. Elliott adjourned the meeting at 4:18pm

RESPECTFULLY SUBMITTED: Deborah Elliott, Co-Chairperson

DE/jma